

Application Inventory Implementation and Migration Planning Team

All Project Initiatives

Week Two

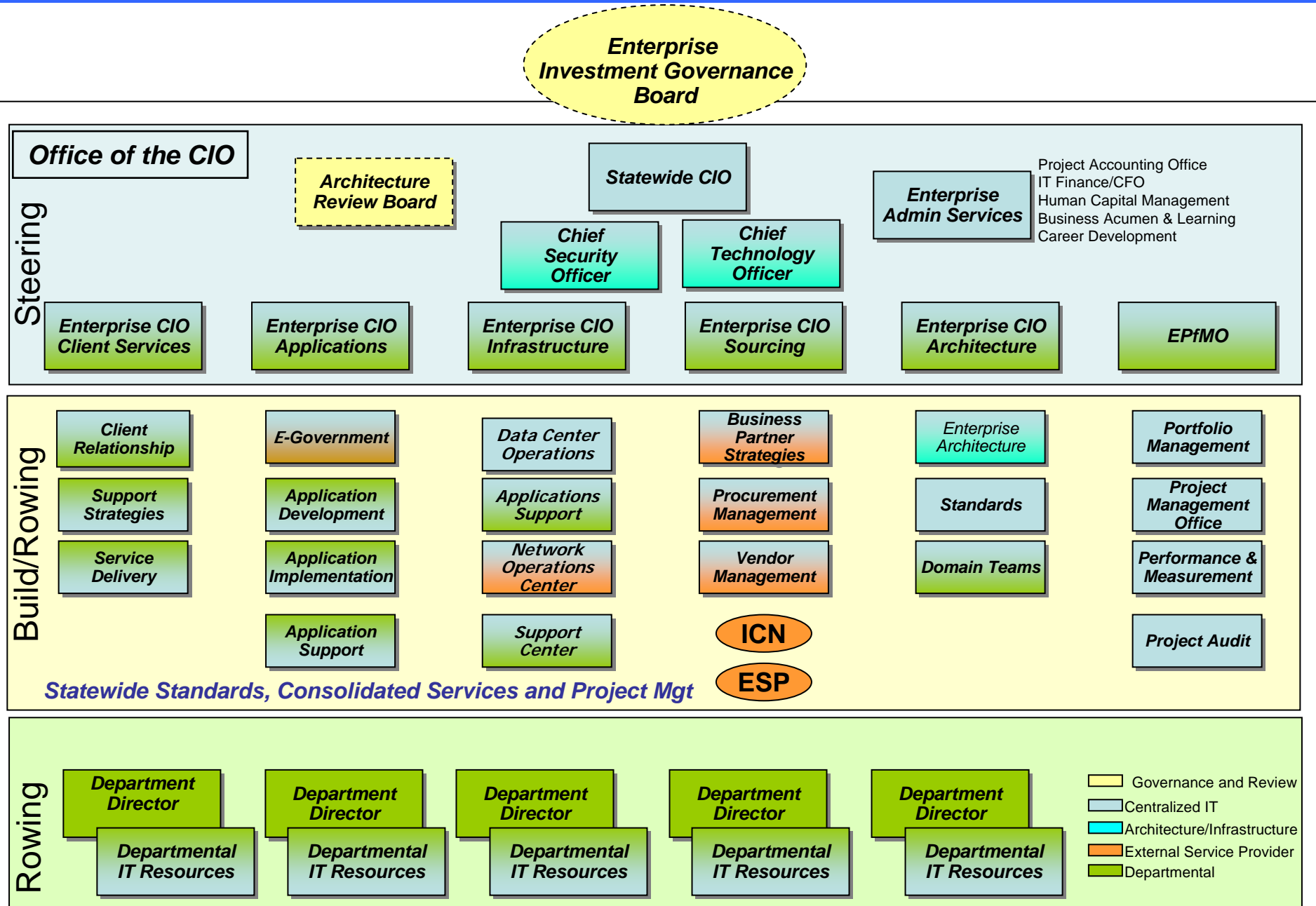


Recap - Impetus for the study (House File 534):

The Legislature is looking for Value from Information Technology investments, to be more responsive, and cost effective by asking...

- *How can investments in technology add maximum value to the State?*
- *How can we increase cost effectiveness on a statewide basis?*
- *How can we provide a greater focus on the core mission of the State?*
- *How can we effectively manage scarce resources and improve service delivery?*

Alternative 2: Service Provider Model



Service Provider Key Highlights

- Governance Board
- Architecture Review Board
- Establish Office of the CIO with:
 - *Statewide CIO*
 - *Statewide CTO*
 - *Statewide CISO*
 - *Enterprise level CIO's*
- Resources follow the job (financial not physically)
- Rate Schedule to be Developed for Interdepartmental Services
- Centralize IT procurement
- ICN manages WAN, CAN and LAN
- IT Department manages all hardware (except Network - ICN)
- JFHQ primary for data center/server farm; Ames DOT backup site
- IWD and Hoover data centers for file and print services only

Applications Inventory and Consolidation

Establish a strategy for conducting and maintaining an enterprise application inventory; collecting information that will assist in the development of a consolidated enterprise application matrix, allowing for the creation of an enterprise application entity relationship diagram to be used in the planning and design for application consolidation in regards to intradepartmental and interdepartmental consolidation of applications. Reduction in duplication of resources. Reduced support cost of hardware, software, maintenance fees, license fees, management support.

Coeur Deliverables

1. Workshops include:
 - o *Review recommended initiative*
 - o *Mission Statement*
 - o *Weekly Status Report*
2. Develop Risk Assessment
3. Cultural considerations
4. Develop Project Plan
 - o *Define key activities*
 - o *Define event horizons*
 - o *Define milestones and expected outputs*
 - o *Define implementation cost elements*
5. Develop and deliver presentation for Governor

Team Deliverables by January 11, 2005

- Conduct workshops

- *Week 1 – launch project, including:*

- Understand recommendation, Select team chair, Write team mission, Identify key activities required to implement the recommendation

- *Week 2 – “flesh out” activities, considering:*

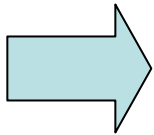
- Categorization of key activities
 - Risk, impediments, event horizon, culture, implementation cost, etc.

- *Week 3– draft presentation package*

- *Week 4 – complete presentation package*

- Develop key activities plan and framework for recommendations

- Create a presentation package for Governor Vilsack describing the recommended course of action



Team Chair Responsibilities

1. Collaborate on weekly status report
2. Coordinate Team activities
3. Act as a spokesperson for the group
4. Liaison to Iowa Project Management (Wes Hunsberger)
5. Responsible for joint presentations

Agenda

Project Workshop December 14 th		
Time	Agenda Item	Assignment
15 minutes	Recap Mission Statement	Coeur Group
30 minutes	Categorize key activities	All
120 minutes	“Flesh out” key activities	All
15 minutes	Wrap up	Coeur Group

Mission Statement



8. Applications

The Application Transition Implementation and Migration Project Team will determine the activities necessary to:

- 1 conduct and maintain an enterprise application inventory**
- 2 collect information that will assist in the development of a consolidated enterprise application matrix**
- 3 create an enterprise application entity relationship diagram**

Key Activities



Identified Activities

- Go to spreadsheet.
- Assignment –
 - *Review each category's entries. (Pre- and post implementation). Adjust as needed. Eliminate / clarify as needed.*
 - *Allocated time is 30 minutes*

Activity Template

- Go to activity template.
- Assignment –
 - *Prepare an activity description and other data for all 'pre'-implementation activities.*
 - *Allocated time is 60 minutes*

Activity Worksheet - Believable, Unique, Defensible?

Key Activity:

Description

Priority (H, M, L) Risk (L, M, H) Incremental Cost (\$000's) Time to Complete (months)

Considerations and Mitigation Approach (n/a if not applicable)

Legislative:

Administrative:

Cultural:

Dependencies on other groups: